



Information Regarding Probation Corrections Officer – trainee Position

San Bernardino County Probation Department, like other public agencies in the State of California, is experiencing budget cutbacks in 2003. Generally, we are continually accepting applications for this position, however, recently it was temporarily closed. Human Resources is anticipating accepting applications in the Fall of 2003. We will try to give you notice on this web site when filing dates are determined.

Check with Human Resources periodically by calling 909/387-8304 ext. 8 or www.sbcounty.gov for updated information.

Salaries

Probation Corrections Officer – (start as a trainee) (# 02288)
\$2,352 – 3,560 Approximate Salary Range

Job Description

Probation Corrections Officer Trainee positions are assigned to the Probation Department's juvenile detention and treatment facilities and work under immediate supervision.

Essential functions of this classification are to:

- Supervise, observe and provide for the care, custody and physical control of court wards.
- Enforce security measures in the control of an assigned unit and enforce disciplinary policies.
- Plan, organize and direct recreation and leisure time activities; serve on participative management work groups and committees.
- Prepare incident reports and document shift activities.
- Develop treatment plans and conduct group counseling sessions.

Education and Experience Requirements

Option 1: Sixty semester (90 quarter) units of completed college coursework of which at least **nine** semester (**14** quarter) units must be in psychology, sociology, criminology, criminal justice or other closely related behavioral science courses.

Option 2: Completion of an associate's degree or bachelor degree.

Option 3: Applies to San Bernardino County Probation Night Custody Officers Only.

Nine semester (**14** quarter) units of completed college coursework in psychology, sociology, criminology, criminal justice or other closely related behavioral science courses; **AND** 2 years of full-time equivalent experience as a **Night Supervisor with San Bernardino County's Probation Department.**

*** If you do not hold an AA/AS or BA/BS degree, but have the semester units required, then you must list the courses you have completed by title and number that meet the behavior science requirement.*

Peace Officer Requirements

All applicants must:

- Pass a background investigation, which includes a fingerprint check, psychological testing and a polygraph test. (current San Bernardino County Probation Dept. employees in peace officer positions will not be required to take the polygraph test.)
- Provide official sealed transcripts of completed college coursework.
- Be United States citizens, or permanent resident aliens who are eligible and have applied for U. S. citizenship.
- Possess a valid California Class C Driver's License. Employees in this class may be required to use personal vehicles and must show proof of automobile liability insurance.
- Pass a physical agility test, which includes supporting a 150lb. Hanging weight, dummy drag, walk/jog through barrier course, running and sprinting.
- Meet minimum vision (both eyes) and hearing (both ears) requirements. Vision and hearing tests will be administered.
- Pass a treadmill and a medical test.

You are welcome to send your application to the Probation Recruiter to double check it for completeness. We will then turn it into Human Resources.

***Anesa Cronin, SPO - Recruiter
175 West 5th Street, 4th fl.
San Bernardino, CA 92415***

***recruiter@prob.sbcounty.gov
www.sbcounty.gov/probation***

or turn your application directly into:

***Human Resources:
157 West 5th Street
San Bernardino, Ca 92415***

909/387-8304 ext. 8

fax: 909/387-5792